



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

## North Suburban YMCA Volunteer Application Packet

Thank you for your interest in volunteering with the North Suburban YMCA. When you volunteer at the YMCA, you take an active role in bringing about meaningful, enduring change right in your own neighborhood.

Whether it's sharing a passion, developing a skill, or just meeting new friends, we are confident you will find volunteering at the YMCA enjoyable. As a volunteer you'll be joining numerous volunteers who contribute to the positive impact we have in this community.

Attached please find a volunteer application, background screening authorization form and reference form. The NSYMCA requires all volunteers to complete a volunteer application and submit at least two references. The YMCA also requires all volunteers to consent to a criminal background check. Please complete the attached forms and return them to the address below.

If you have any questions please do not hesitate to contact us. The NSYMCA appreciates you sharing your time and talents with us.

**Notice to All Applicants: The YMCA enforces its policies and practices to prevent child abuse.** The NSYMCA will not tolerate the mistreatment or abuse of youth in its programs. All reports of suspicious or inappropriate behavior with youth or an allegation of abuse will be taken seriously. Because of our concern for the welfare of children, the NSYMCA has developed standards, guidelines, and training to aid in the detection and prevention of child abuse.

Heather Duffie  
NSYMCA Volunteer Coordinator  
2705 Techny Road  
(P) 847 272 7250  
(E) [Hduffie@nsymca.org](mailto:Hduffie@nsymca.org) (W) [www.nsymca.org](http://www.nsymca.org)

The Y: We're for youth development, healthy living and social responsibility.



# Volunteer Application

## Step 1: Volunteer Information

Are you a NSYMCA member?    Yes    No

Name	Maiden Name	Male/Female	Date of Birth
Address	City	State	Zip Code
Home Phone	Cell Phone	Email Address	

### Highest Degree Achieved:

- Currently in High School
- High School Graduate
- Currently in College
- Some College
- College Graduate
- Post-graduate Degree

### Employment Status:

- Full-time
- Part-time
- Retired
- Seeking Employment
- If so, where? \_\_\_\_\_

## Step 2: Volunteer Interest Information

### Long Term (1mo+ commitment required):

- Aquatics
- H.A.W.K.S Special Needs
- Y Sports Programs
- Fitness
- Dance
- Youth Services
- X-Zone
- Maintenance
- Other \_\_\_\_\_

### Short Term / Special Events:

- Birthday Parties
- Sports Programs
- Healthy Kids' Day
- Halloween Party
- Party at the Y
- Strong Kids Dinner
- Family Programming
- Other \_\_\_\_\_

### Availability:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Hours							

Please list your skills, hobbies, and interests:

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Please list any special certifications you have and their expiration dates:

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**How did you hear about us?**

- NSYMCA Website
- School
- Friend
- Facebook
- Twitter
- Flyer/Mailing
- Other: \_\_\_\_\_

**Why are you interested in volunteering with the YMCA?**

- Parent of YMCA Program Participant
- Former/Current YMCA Member
- School Requirement
- Court Requirement- (please note we take participants on a case by case basis)
- Other: \_\_\_\_\_

**Step 3: Please read carefully before signing:**

In making my application to the NSYMCA, I affirm that I have completed this form truthfully and to the best of my knowledge. I understand that by signing below, I give permission to the appropriate authorities to release information to designated staff of the NSYMCA. I further understand that my position is a voluntary position with the NSYMCA and does not provide monetary compensation.

I accept the risks involved through my participation in the North Suburban YMCA classes and programs.

I understand that the YMCA may wish to photograph or videotape activities for promotional purposes and, if I do not wish to be photographed or videotaped, it is my responsibility to notify the photographer or videographer.

**I acknowledge that I have read and understand the above statements and I voluntarily sign this application.**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**If applicant is under the age of 18, a parent/guardian signature is also required.**

\_\_\_\_\_  
**Parent/Guardian Name**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

**Please Return Completed Application to Heather Duffie:**

Heather Duffie

HDuffie@nsymca.org

# Parental/Guardian Consent for Minor Background Check

\*This form must be completed by a parent or legal guardian and returned with a completed application\*

\*No minor will under-go a criminal background check without this signed consent form.\*

A minor, \_\_\_\_\_, is applying for employment or volunteering with North Suburban YMCA. The employment/volunteer process includes a criminal background check through Camp Background Checks. As the parent or legal guardian of the above-referenced minor, I understand the purposes of these pre-employment/volunteer checks and hereby provide my consent for the background check.

You have the right, upon written request made within a reasonable time after receipt of this notice, to ask the Company to disclose the nature and scope of any consumer report. You also may request a copy of that report from the Company. If anyone other than the Agency furnishes an investigative consumer report, the Company will provide relevant contact information within five business days of your request. An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without personal interviews). Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by the Agency via interviews with past employers, neighbors, friends or associates. The scope of this disclosure and authorization is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are hired, throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

Signature of Parent or Legal Guardian:

\_\_\_\_\_

Print Name: Relationship to Minor:

\_\_\_\_\_

Signature of Minor Applying For Employment:

\_\_\_\_\_

Date: \_\_\_\_\_

**BACKGROUND CHECK AUTHORIZATION**  
**FCRA NOTICE AND ACKNOWLEDGMENT**

**IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING ACKNOWLEDGMENT**

**NOTICE REGARDING BACKGROUND INVESTIGATION**

North Suburban YMCA may obtain information about you from a consumer reporting agency for **employment/volunteer** purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include, but is not limited to: employment and education verifications; social security number verification; criminal and civil court records; personal interviews; driving records; and/or any other public records or any other information bearing on your character, general reputation, personal characteristics and trustworthiness. These reports may be obtained at any time after receipt of your authorization and, if you are selected, throughout your affiliation with the Company. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. The report will be generated by **Datasourcecorp.com** (1200 South Outer Road, Blue Springs, MO 64015/816-228-5255) or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you are selected, throughout your affiliation with the Company to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

**ACKNOWLEDGMENT AND AUTHORIZATION**

I acknowledge receipt of the **NOTICE REGARDING BACKGROUND INVESTIGATION (above)** and **A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT** (separate document) and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this authorization and, if I am selected, throughout my affiliation with the Company. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by **Datasourcecorp.com**, another outside organization acting on behalf of the Company, and/or the Company itself. I agree that a facsimile ("fax") or photographic copy of this Authorization shall be as valid as the original.

**Minnesota and Oklahoma applicants only:** Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. [  ]

**Applicants of New York Employers only:** I acknowledge that by signing below, I have also received a copy of Article 23-A of the New York Correction Law, in compliance with Article 25 Section 380-g of the New York General Business Law.

**California applicants only:** By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by the Company at no charge whenever you have a right to receive such a copy under California law. [  ]

<b>Full Name</b>	First	Middle	Last
	First	Middle	Last
<b>Maiden Name, Previous Names, or Aliases Used:</b>	First	Middle	Last
	First	Middle	Last
	First	Middle	Last
<b>Social Security Number:</b>	<b>Date of Birth:</b>	<b>Driver's License/ID State:</b>	<b>Driver's License/ID Number:</b>
<b>Please provide ALL residential addresses for the past seven (7) years.</b>			
Current Address:	From		
Previous Address:	From/To		
Previous Address:	From/To		
Previous Address:	From/To		
Previous Address:	From/To		
Previous Address:	From/To		
Previous Address:	From/To		
Previous Address:	From/To		
Telephone Number:	Email Address:	Check here if there are more addresses you have lived at in the last 7 years. <input type="checkbox"/>	
<b>SIGNATURE:</b>		<b>DATE:</b>	